

Englishtown, New Jersey
January 2, 2018

The Manalapan-Englishtown Regional Board of Education in the County of Monmouth, State of New Jersey, convened on January 2, 2018 at 7:30 p.m., for a Reorganization Action Meeting. This meeting was held at the Administration Offices 54 Main Street, Englishtown, New Jersey.

The meeting was called to order by the Business Administrator/Board Secretary, Veronica Wolf.

Roll call showed the following Board Members in attendance:

Gerald Bruno, Annmarie Galante, Janet Lewis, Christine Parisi, Dotty Porcaro, Joanne Schechter, Lori Semel, Joe Tringali

Absent:

Brian Graime

Also in attendance:

John J. Marciante, Jr., Ph.D. Superintendent
Veronica Wolf, Business Administrator/Board Secretary
Nicole Santora, Ed.D., Assistant Superintendent for Curriculum and Human Resources
Shannon Barth, Manager of Human Resources

OPENING STATEMENT

Statement is hereby made that adequate notice of this meeting was given by:

1. The prominent posting of said notice in all district schools and other public places.
2. The mailing and/or hand delivery of said notice to the designated newspapers, the Asbury Park Press, the News Transcript and the Manalapan Patch.
3. Filing with the Clerk of Manalapan Township and the Clerk of Englishtown Borough.

ROLL CALL INFORMATION

2. Manalapan-Englishtown Regional Board of Education:

BOARD MEMBERS	TERM EXPIRES
Annamarie Galante	2018
Joanne Schechter	2018
Lori Semel	2018
Gerald Bruno	2019
Christine Parisi	2019
Joe Tringali	2019
Brian Graime	2020
Janet Lewis	2020
Dotty Porcaro	2020

CERTIFIED ELECTION RESULTS

Annual School Election - November 17, 2017

3. The following results of the Annual School Election held on November 7, 2017 were certified by Board of County Canvassers on November 17, 2017.

Manalapan Township - 3 Year Term	(*)	Dotty Porcaro	4,819
	(*)	Janet Lewis	4,559
	(*)	Brian Graime	4,497

The Combined Statement of Results of the November 7, 2017 General Election is hereby made part of the annual organization meeting minutes.

Oath of Office

4. Veronica Wolf, Business Administrator/Board Secretary gave the Oath of Office to the following newly elected Board Members:

Janet Lewis
Dotty Porcaro

Brian Graime was absent and not given the Oath of Office at this meeting.

Nominations and Election of President

5. The Board Secretary called for nominations for President of the Board of Education.

Mr. Tringali nominated Mrs. Parisi.

Mrs. Schechter nominated Mrs. Porcaro.

The Board Secretary closed the nominations for President of the Board of Education. In accordance with Board Policy, nominations will be voted upon in the order in which they were received.

ROLL CALL VOTE ON MRS. PARISI FOR BOARD PRESIDENT:

AYES : Mrs. Galante, Mrs. Parisi, Mr. Tringali

NAYS : Mr. Bruno, Mrs. Lewis, Mrs. Porcaro, Mrs. Schechter,
Mrs. Semel

ABSENT : Mr. Graime

Mrs. Parisi did not receive a majority vote and the motion failed.

ROLL CALL VOTE ON MRS. PORCARO FOR BOARD PRESIDENT:

AYES : Mr. Bruno, Mrs. Galante, Mrs. Lewis, Mrs. Porcaro,
Mrs. Schechter, Mrs. Semel

NAYS : Mrs. Parisi, Mr. Tringali

ABSENT : Mr. Graime

Mrs. Porcaro received a majority vote and was elected as the President of the Board of Education.

Nominations and Election of Vice President

6. The Board Secretary called for nominations for Vice-President of the Board of Education.

Mr. Bruno nominated Mrs. Semel.

Mr. Tringali nominated Mrs. Parisi.

The Board Secretary closed the nominations for Vice President of the Board of Education. In accordance with Board Policy, nominations will be voted upon in the order in which they were received.

ROLL CALL VOTE ON MRS. SEMEL FOR BOARD VICE PRESIDENT:

AYES : Mr. Bruno, Mrs. Galante, Mrs. Lewis, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel

NAYS : Mrs. Parisi, Mr. Tringali

ABSENT : Mr. Graime

Mrs. Semel received a majority vote and was elected Vice President of the Board of Education.

Motion by Mrs. Lewis, seconded by Mrs. Schechter, and approved by roll call vote the following items:

**Code of Ethics
Training Session**

7. The Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Manalapan-Englishtown Regional Board of Education:

CODE OF ETHICS

a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

c. I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.

e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.

f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.

g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.

h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

i. I will support and protect school personnel in proper performance of their duties.

j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Board Policies and Regulations

8. The adoption of all existing Board Policies and Regulations.

Organization Chart

9. The Organization Chart.

Board Meeting Schedule

10. The schedule of board meetings for the remainder of the 2017-2018 School Year.

Date	Type of Meeting	Time	Location
January 2, 2018	Annual Reorganization Meeting	7:30 p.m.	54 Main Street
January 16, 2018	Regular Action Meeting	7:00 p.m.	Milford Brook School

February 6, 2018	Committee of the Whole Meeting	7:30 p.m.	54 Main Street
February 20, 2018	Regular Action Meeting	7:30 p.m.	54 Main Street
March 6, 2018	Committee of the Whole Meeting Permanent Art Collection Presentation and Budget Workshop **	7:30 p.m.	Wemrock Brook School
March 13, 2018	Regular Action Meeting - Tentative Budget Adoption **	7:30 p.m.	54 Main Street
March 20, 2018	Regular Action Meeting	7:30 p.m.	54 Main Street
April 10, 2018	Committee of the Whole Meeting	7:30 p.m.	54 Main Street
April 17, 2018	Regular Action Meeting	7:00 p.m.	Pine Brook School
May 1, 2018	Regular Action Meeting - Public Hearing and Adoption of the 2018-2019 Budget **	7:30 p.m.	54 Main Street
May 8, 2018	Regular Action Meeting	7:30 p.m.	54 Main Street
May 22, 2018	Regular Action Meeting - Superintendent Evaluation and Board Self Evaluation	7:30 p.m.	54 Main Street
June 5, 2018	Committee of the Whole - Evening of Excellence	7:00 p.m.	Wemrock Brook School
June 12, 2018	Regular Action Meeting - Evening of Appreciation	7:00 p.m.	Clark Mills School
June 26, 2018	Regular Action Meeting	7:30 p.m.	54 Main Street

****Subject to change based on statutory requirements and the 2018-2019 School Election and Budget Procedures Calendar.**

2018-2019 Curriculum Adoption Schedule

11. The District Curriculum Adoption Schedule for the 2018-2019 School Year:

Language Arts:		
Grade K	08/22/17	9/22
Grade 1	08/22/17	9/22
Grade 2	08/22/17	9/22
Grade 3	08/22/17	9/18
Grade 4	08/22/17	9/18
Grade 5	08/22/17	9/18
Grade 6	08/22/17	9/19
Grade 7	08/22/17	9/19
Grade 8	08/22/17	9/19
English as a Second Language (ESL) 6-8	08/22/17	9/19
Mathematics:		
Grade K	08/22/17	9/22
Grade 1	08/22/17	9/22

Grade 2	08/22/17	9/22
Grade 3	08/22/17	9/18
Grade 4	08/22/17	9/18
Grade 5	08/22/17	9/18
Grade 6	08/22/17	9/19
Grade 7	08/22/17	9/19
Grade 8	08/22/17	9/19
Algebra	08/22/17	9/19
Geometry	08/22/17	9/19
MEMS Cycles:		
Careers	07/14/15	9/18
Forensic Science	11/22/11	9/18
Performing Arts	06/25/15	9/20
Pre-School:		
Pre-School:	03/15/16	9/21
Related Arts:		
Art, Grades K-8	08/22/17	9/22
Guidance, Grades K-6	09/20/16	9/21
Health, Grades K-3	08/22/17	9/22
Health, Grades 4-5	08/22/17	9/22
Health, Grades 6-8	08/22/17	9/22
Media Studies, Grades K-8	08/22/17	9/22
Music - General, Grades K-8	08/22/17	9/22
Music - Instrumental, Grades 4-8	08/22/17	9/22
Physical Education, Grades K-5	08/22/17	9/22
Physical Education, Grades 6-8	08/22/17	9/22
Science:		
Grade K	09/19/17	9/22
Grade 1	09/19/17	9/22
Grade 2	09/19/17	9/22
Grade 3	08/22/17	9/22
Grade 4	08/22/17	9/22

Grade 5	08/22/17	9/22
Grade 6	09/20/16	9/21
Grade 7	09/20/16	9/21
Grade 8	09/20/16	9/21
Social Studies		
Grade K	08/22/17	9/22
Grade 1	02/16/16	9/18
Grade 2	02/16/16	9/18
Grade 3	02/16/16	9/18
Grade 4	02/16/16	9/18
Grade 5	02/16/16	9/18
Grade 6	01/26/16	9/20
Grade 7	08/22/17	9/22
Grade 8	08/22/17	9/22
JA BIZ, Grade 6	08/25/15	9/20
Technology:		
Grades K-5	09/20/16	9/21
Grades 6-8	07/14/15	9/20
World Languages:		
Spanish, Grades 3-5	08/22/17	9/22
Spanish, Grade 6	08/22/17	9/22
Spanish, Grade 7	08/22/17	9/22
Spanish, Grade 8	08/22/17	9/22
Italian, Grade 7	08/22/17	9/22
Italian, Grade 8	08/22/17	9/22

Doctrine of Necessity

12. To approve the following resolution:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set forth the in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey

Association of School Business Officials and the New Jersey Education Association.

Five-year Textbook (Print & Digital) Adoption Schedule

13. The Five-Year Textbook (print and digital) adoption schedule:

FIVE-YEAR TEXTBOOK (PRINT AND DIGITAL) ADOPTION SCHEDULE

2018-19

Social Studies, Grades K-5
Language Arts, Grades K-8
Science, Grades, K-2
World Language, Grades 6-8

2019-20

Math, Grades 6-8

2020-21

World Language, Grades 3-5

2021-22

Science, Grades 6-8
Music, Grades K-8

2022-23

Science, Grades 3-5
Math, Grades K-5

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : Mr. Graime

BUSINESS

Motion by Mr. Tringali, seconded by Mrs. Schechter, and approved by roll call vote the following item:

List of Bills

1. The claims for goods received and services rendered to be correct by the Business Administrator/Board Secretary in the amount of \$309,429.47.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSENT : Mr. Graime

PERSONNEL

General Statement on Hiring

1. The Superintendent recommends the Board of Education accept/approve the following Personnel items, including the emergent employment of the following employees (indicated by *) conditional upon final approval by the New Jersey Department of Education, and the Board further authorizes the submission of an application for emergency hiring pursuant to NJSA 18A:6-71, et seq., NJSA 18A:64.13, et. Seq.

Motion by Mrs. Semel, seconded by Mrs. Porcaro, and approved by roll call vote the following item:

Appointment

2.						
	Employee	Position/ Position Code/Location	Step	Guide	Salary	Certification Effective Date
	Gelsomina Mignano Leuck*	Replacement Enrichment Teacher/ S. Johnson/ MLEET001/LM/MB	1	A	\$54,999 (Prorated)	Standard- Elementary 1/8/18- 6/30/18

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : Mr. Graime

ADJOURN THE MEETING

There being no further items to come before the Board at this time, motion by Mr. Tringali, seconded by Mrs. Porcaro, and unanimously approved by roll call vote to adjourn the meeting at 7:59 p.m.

Veronica Wolf
Business Administrator/Board Secretary

Board President